**Governing Board Minutes**

**02/21/2017**

**Board Attendees:** Christina Allee, Robyn Baney, Jennifer Campbell, Anne Marie Dailey, Catherine Grube, Angela Funya, Wrenn Heisler, Sandy Imbriale, Eric Jackson, Daniel Morris, Carolyn Price, Jessie Taylor

**Board Members Absent:** Leslie Moore

**Committee Attendees:** Pam McLeod

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<tr>
<th>Agenda Item</th>
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<td><strong>Convened at 5:02 PM</strong></td>
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**PUBLIC COMMENT:**
Community members showed to discuss the following:
1. Spirit Nights, when did they go away? And where is the open communication to allow the community to know what changes are going on.
2. Alliance link appears to be broken to the committee sites
3. Would like the agenda posted 2 weeks prior to meetings for community to determine if they want to attend
4. Folks were surprised by the weighting of the lottery
5. The members who manage the facebook site, cannot be good stewards if they do not know what is going on.
6. They were told that there would be another Facebook page coming
7. Would like to have a directory of questions and best points of contacts
8. Need to update Alliance information on the page
9. Need to get folks to have a reason a reason to show at the meetings and be educated

**MOTION:**

**Approve January minutes**

VOTE: Approved 10-0
Absent: Leslie Moore

**Director’s Report (Angela Funya)**

- Attended meeting with BOE to discuss the Per Pupil Allocation (PPA) for next year.
- PPA is all weighted before it comes to the county BOE, pieces are pulled out for things that are not used by us.
- It appears that our PPA for next year will be $10,913 and need to evaluate our proposed budget.
- Working with State legislation, there is a Governor’s proposed bill that if it goes through, will allow $1000 a student for facilities funding.
- Need to get parents involved and defend what we need in Annapolis. May look at written testimony that can be sent to Annapolis and be read to the general assembly, that explains our personal story.
- Mr. Smith stated that the more support he gets in proposing the budget the better it will be.
- Meet again in Jan/Feb to figure out next years PPA
- Still need to work out transportation options for next year (need to take full advantage of the dedicated buses that we are already paying for).
  - This year’s operating budget is still on track, the areas that we were low are still the same areas. Mainly substitutes. Will need to make some categorical transfers to help adjust the spending.
- Calendar was approved by the BOE and sent to the state with the waiver request.
  - Original response from the state was no to the waiver, but Mr. Smith wrote a nice letter and working to resolve the issues with the waiver request.
- Grants in work:
  - Calder Foundation. Should have indication soon if we have a chance to be eligible for $400K for capital improvement. This does not require a matching contribution.
  - Arts Place America – would also help with some capital funds, would open $200K and require no matching funds. Letter of interest was submitted. Also looking about some partnering organizations for this grant.
  - USDA – Looking at $50K. This would fund furniture and material improvements. This grant does require matching funds.
- Lottery was held on the 31st. Letters should be going out by the end of the week.
  - Everything worked out with weighting the lottery.

**OLD Business:**

1. Letter for room sponsorships: Need to work on what is in it for the sponsor and need to work getting information out to the community and businesses.

**Facilities (Wrenn/ Eric):**

- Lost PAE and amount we got from them. Looking at a 71K shortfall.
- Facilities meeting at 0930 tomorrow with Architect for redrawing the 1st floor renovations
- Show plans to take that can be used for permits and builders for bids.
- Talking with Mr. Watts to see what companies he has access to that have already worked on the building.
- By the March meeting hope to have plans and getting bids complete
- Permits are going to cost a couple thousand.
- Ritter is $80/hour – requires about 8 hours to complete new tasking.
- Need to make sure that he starts billing us, so we can allocate some of the

**DISCUSSION**
money that we allocated.

- Planned Changes for next year.
  - Nurse will move to the main office, the back three offices with its own rest room
  - Large 1st floor storage room will be opened up
  - Large PAE room will be available as a classroom
  - 6 small offices that will also be opened
  - Nurses space will be renovated for Kindergarten – some small changes to the room to get it ready.
  - Planned 35-70K range to be ready for next year.

- Christmas in April did get back with some additional questions, it may not be out of the question.

Finance: (Campbell):
- Carrie ran all of the reports.
- Drafted a facilities budged.
- Drafted some financial procedures, look to vote in April
- Completed the 1099
- Worked donation letters, and everyone should receive them soon
- Balances rolled forward from fundraising and facilities
- Nothing that has cost us more than expected
- Working areas that there may be extra money. (Book keeper because of late start date, snow removal and tax money that we no longer are required to pay)
- Need to work to set the reserve money rules and get them voted on.
- We need to set up rules for voting and for taking $ for the reserve
- USDA requires us to show $50K reserves.
- Vote in March on the proposal for reserve accounts.

Building Manager: (McLeod)
- Sump Pump – failed and filled with 2 feet of water
- Alarm for sump pump not working – replacement is $650.
- Geothermal pump- housing unit replaced and now up for operations ($4800)
- Filter changes have been taken care of
- 2 additional handicap spots were taken care of for med star
- Loose storm grates – a public work ticket is in place
- Still advertising for commercial spaces.
- Suggesting listing on site with Chris Horton. We would need to pay the commission of 50% of one month rent. (See Motion below)
Fundraising: (Allee/ Grube)
- Penny wars – raised 5600
- Vintage Affair on 10 March
- Contact Carrie Harney for any direct appeal questions related to Vintage Affair.

Community: (Price)
- Carolyn has passed her duties off to folks to be completed.
- This is her last meeting, and we thank you for your time and all that you did for the CPCS family.

PR/ Outreach (Grube):
- Kids expo on Rte 5 on March 4th.
  - In the old Bear Creek Building
  - Costs $20
  - Good place to use for advertising and outreach
- Working a future movie night
- Look into the bill and how we want to handle letters

Health and Wellness (Taylor):
- Fitness challenge
- Monday should be able to start ordering from CSA
- Look at options for food service

MOTION:
Authorize Pam to move forward with the MLS listing with Chris Horton for the available space to be leased.

VOTE: Approved 10-0
Absent: Leslie Moore

New Business:
- Robyn taking over nominations committee
- Will be working through the charter one chapter at a time moving forward.

DISCUSSION

Future Meeting Date:
March 21, 2017 (5:30 PM)
April 18, 2017 (5:30 PM)
May 16, 2017 (5:30 PM)
June 6, 2017 (5:30 PM)
July 18, 2017 (5:30 PM)

Adjourn
6:24 PM

Action Items:
1. Need to vote on the alliance reserve amount